



Twin Falls City Council Agenda

Monday, March 17, 2025, 4:30 PM

*****Special Meeting*****

Council Chambers
203 Main Avenue East, Twin Falls, Idaho

Members: Mayor Ruth Pierce, Vice Mayor Jason Brown, Council Members Craig Hawkins, Spencer Cutler, Christopher Reid, Grayson Stone, Cherie Vollmer

- 1) Call Meeting to Order/Confirmation of Quorum
- 2) Executive Session
 - a) **ACTION ITEM:** Request to adjourn to Executive Session pursuant to Idaho Code § 74-206(1)(c) To acquire an interest in real property not owned by a public agency;(f)To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.
- 3) Pledge of Allegiance
- 4) Proclamations
 - a) **PRESENTATION:** National Transit Employee Appreciation Day
- 5) Consent Calendar
 - a) **ACTION ITEM:** Request to approve City Council 2025 March 10, Minutes.
By: Amy Luna, Deputy City Clerk
 - b) **ACTION ITEM:** Request to approve Accounts Payable for March 6-12, 2025.
By: Amy Luna, Deputy City Clerk
 - c) **ACTION ITEM:** Request to declare equipment number #4703 surplus and authorize disposal of the asset.
By: Norm Hatke, Fleet Manager
- 6) Items of Consideration
 - a) **PRESENTATION:** A presentation of the City of Twin Falls' 2024 audited financial statements. The Presentation will be made by Scott Hunsaker of Mahlke Hunsaker & Company, PLLC.
By: Parker Scherer, Assistant Finance Director
 - b) **ACTION ITEM:** Request for the Mayor to sign a contract with Cole Architects for the first phase of the design and engineering of a police evidence storage facility.
By: Mandi Thompson, Assistant to the City Manager
 - c) **ACTION ITEM:** Authorize city staff to enter into negotiations with Hazen and Sawyer regarding the Scope of Work for the Canyon Rim Drop Line project.
By: Nathan Erickson, Environmental Manager

- d) **ACTION ITEM:** Request to utilize up to \$1,600,000 of water and wastewater reserves for the Public Works Site Improvement project and authorize the Public Works Director to sign the CM/GC contract with Suburban Construction Management.
By: Erin Steel, Assistant Public Works Director
 - e) **ACTION ITEM:** A request to approve a professional services agreement with Steepsteel, LLC to provide the City with cellular tower lease negotiation services.
By: Mitch Humble, Deputy City Manager
 - f) **ACTION ITEM:** A request to approve a contract with Core Construction to serve as the City's construction manager/general contractor (CM/GC) for the remodel and addition to the City Pool.
By: Mitch Humble, Deputy City Manager
 - g) **ACTION ITEM:** A request to approve the reallocation of \$25,615 from budgeted full-time salaries to purchase the Human Resource module from BS&A Software.
By: Kristen Kohntopp, Human Resources Director
 - h) **ACTION ITEM:** A request to approve a contract with Suburban CM to serve as the City's construction manager/general contractor (CM/GC) for the demo and reconstruction of the City Park Restroom.
By: William Klaver, Senior Planner
 - i) Presentation of the 2024 Annual Report of the Urban Renewal Agency of the City of Twin Falls.
By: Shawn Barigar, URA Executive Director
- 7) General Public Input
 - 8) Advisory Board Report/Announcements
 - 9) Public Hearings
 - 10) Adjournment

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Josh Palmer (208) 735-7312 at least two working days before the meeting. Si Desae Esta information in Español, Por favor llama a Josh Palmer al telephone (208) 735-7312.

Public Input Procedures

1. Individuals wishing to provide public input regarding matters relevant to the City of Twin falls shall:
 - a. Wait to be recognized by the Mayor or Chairman.
 - b. Approach the microphone/podium.
 - c. State their name, and whether they are a resident or property owner of the City of Twin Falls and proceed with their input.
2. All public input will be limited to two (2) minutes. Individuals are not permitted to give their time to other speakers.
3. All presenters shall remain respectful.

Public input will not be about any of the items that were on this agenda, personnel, or a personnel-related issue. All issues involving City personnel should be directly communicated with the mayor and/or the City Manager.

Anyone failing to follow these rules will be provided with one (1) warning. Should the speaker continue to disregard these rules after the warning, will have the microphone muted and they will be asked to return to their seats.

Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor or Chairman shall review the public hearing procedures.
2. Individuals wishing to testify or speak before the City Council or Planning & Zoning Commission shall wait to be recognized by the Mayor or Chairman, approach the microphone/podium, state their name, and then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the staff. The staff shall make an audio recording of the Public Hearing.
3. A City Staff Report shall summarize the application and history of the request.
4. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:
 - A complete explanation and description of the request.
 - Why the request is being made.
 - Location of the Property.
 - Impacts on the surrounding properties and efforts to mitigate those impacts.
5. Applicant is limited to 15 minutes, unless a written request for additional time is received, at least 72 hours prior to the hearing, and granted by the Mayor or Chairman.
6. The City Council or Planning & Zoning Commission may ask questions of staff or the applicant pertaining to the request.
7. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor or Chairman may limit public testimony to no less than two (2) minutes per person.
 - Individuals are not permitted to give their time to other speakers.
 - However, five (5) or more individuals that received written notice of the public hearing may appoint, by written petition, a spokesperson. The written petition must be received at least 72 hours prior to the hearing and must be granted by the Mayor or Chairman. The spokesperson shall be limited to 15 minutes.
 - Written comments, including e-mail, received by 12:00 p.m. on the date of the hearing shall be either read into the record or displayed to the public on the overhead projector.
8. Following the Public Testimony, the applicant is permitted five (5) minutes to respond to Public Testimony.
9. Following the Public Testimony and Applicant's response, Council or Commission members, as recognized by the Mayor or Chairman, shall be allowed to question the Applicant, Staff or anyone who has testified. Responses shall be limited to answering the questions asked. The Mayor or Chairman may limit the time permitted for the answer.
10. The Mayor or Chairman shall close the Public Hearing. The City Council or Planning & Zoning Commission shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed. Legal or procedural questions may be directed to the City Attorney.

* Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and, thereafter removed from the room by order of the Mayor or Chairman